Minnesota Scholars of Distinction in Theater Arts Stage Management Rubric

Evaluators will use this rubric as they evaluate applicant showcase presentations, materials, and interviews.

	Level 4 – Exemplary	Level 3 – Excellent	Level 2 – Good	Level 1 – Emerging
Cue Sheets or	Detailed, thorough, and	Detailed and organized	Cleanly organized cue	Disorganized or
Prompt Book	cleanly organized cue	cue sheets or prompt	sheets or prompt book	incomplete cue sheets
	sheets or prompt book	book that accurately	that reflect the running	or prompt book.
For a full-length	that accurately reflect	reflect the running of a	of a full-length	
production that the	the running of a full-	full-length production.	production.	
student has managed,	length production.			
along with marked				
script analysis.	Script analysis notes	Script analysis notes	Scattered script analysis	Does not include script
	illuminate ideas and	reflect logistics related	notes.	analysis notes.
	logistics related to the	to the stage		
	stage management	management process.		
	process and duties.			
Supporting Materials	Detailed, thorough, and cleanly organized	Detailed and organized supporting materials for	Organized supporting materials for the	Disorganized or incomplete supporting
Rehearsal schedules,	supporting materials for	the selected	selected production,	materials for the
cue sheets, directorial	the selected	production, which	which demonstrate	selected production.
notes, and other	production, which	demonstrate solid	some knowledge and	Reflects a lack of
materials that delineate	demonstrate	knowledge and	understanding of the	knowledge and
the SM's duties and	comprehensive	understanding of the	facets of stage	understanding of the
responsibilities.	knowledge and	many facets of stage	management.	facets of stage
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Written journal including artistic vision, analysis of the selected play, research materials and notes. May also include visuals such as photos and visual metaphors. Comprehensive research materials that include historical and cultural elements that affect the design. Comprehensive research materials that include historical and cultural elements that affect the design. Comprehensive research materials that include historical and cultural elements that affect the design. Comprehensive research materials that include historical and cultural elements that affect the design. Comprehensive research materials including historical and cultural elements that affect the design. Comprehensive research materials including historical and cultural elements that affect the design. Comprehensive research materials include scattered historical and cultural references that affect the design. Lacks research materials. Lacks research materials. Limited script analysis. Limited script analysis. Limited script analysis. Some script analysis in terms of design. Lacks research materials include scattered historical and cultural references that affect the design. Limited script analysis. Limited script analysis. Some script analysis in terms of design. Lacks research materials include scattered historical and cultural references that affect the design. Limited script analysis.	Research Journal	Well-articulated	Clear statement of	Statement of artistic	Artistic vision unclear.
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